

South Beloit Public Library
Board of Trustees Meeting Minutes
630 Blackhawk Blvd. South Beloit, IL 61080

Call to Order:

- Jose Alarcon called the February 12, 2024 meeting to order at 7:00 p.m.

Roll Call:

- Present and answering the roll call were Trustees Jose Alarcon, Duane Farnsworth, Crystal Ellis, Margie Bertholomey, Emily Sager, Kylie Loewecke, Michelle Matthys and Paula Richeson. Trustee Ruth Marty was absent. Also in attendance was Brenda Weinberg (Director of Library).

Approval of Agenda:

- Emily Sager made a motion to approve the agenda. It was seconded by Margie Bertholomey and approved by unanimous voice vote.

Public Comment: N/A

Approval of Minutes:

- Paula Richeson made a motion to accept the approval of the minutes of January 11, 2024. The motion was seconded by Duane Farnsworth and approved by a unanimous voice vote.

Approval of Closed Minutes:

- Kylie Loewecke made a motion to accept the approval of the closed minutes of October 9, 2023. The motion was seconded by Michelle Matthys and approved by a roll call vote.

Treasurer's Report: Duane presented the treasurer's report.

- We should have spent no more than 8% of our budget and we are at 7%.
- We are at 0% of expected revenues.

Librarian's Report:

- Community Puzzle -26 participants
- Winter Dazzle- 36 participants
- Brenda met virtually with Stephanie Kusibab and Ali Clark regarding the strategic plan and sent the email invitations for the interviews for the strategic plan
- Brenda sent the requested discovery documents for the strategic plan to Stephanie and Ali
- Brenda completed the BEAD Challenge (Federal Broadband, Equity, Access, and Deployment) as requested from the ILSOS
- Brenda applied to attend Directors University 2.0 in April 2024 (3 days)
- Brenda and Melissa completed the prep for the IPLAR
- Brenda completed the new patron welcome series for new patrons in January

- Brenda attended the Prairie Cat Delegates Assembly held at North Suburban Library District
- January 2023 and January 2024 had the same number of visitors (777).

Communications:

- IL Secretary of State - Public Act 103-0100 - Right to Read
 - Requires libraries to adopt the right to read act which prohibits book banning.
 - We are in compliance.
- RAILS Memo - Public Act 103-0343 - Newly Hired Employee
 - New law as of January 2024 from the IL Dept. of Employment Security that has a new definition of new employee
 - We are in compliance

Old Business:

- Strategic Plan - Status Update
 - Brenda is meeting with Stephanie Kusibab and Ali Clark to go over questions for the survey going out to the community.

New Business:

- Miller Engineering Preventative Maintenance contract
 - After a brief discussion, Margie Bertholomey motioned to approve the Miller Engineering Maintenance contract for \$1,100. Emily Sager seconded the motion, and it was approved by a roll call vote.
- 42 Tech Solutions - Estimate 2068 vs 2069 - Wi-Fi/Security
 - After a brief discussion, Kylie Loewecke motioned to approve estimate 2068 from 42 Tech Solutions for \$574.99 for Wi-Fi/security updates. Paula Richeson seconded the motion, and it was approved by a roll call vote.
- Trustee Short Takes - What It Means to be a Trustee
 - Trustees watched the video clip and discussed the fiduciary responsibility for governing boards.
- 2024 IPLAR

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$18,595.57, following a motion by Paula Richeson and a second by Emily Sager.

Trustees Comments:

- N/A

Adjourn:

- The meeting concluded at 7:45 p.m. following a motion by Michelle Matthys and a second by Emily Sager which was unanimously approved through a voice vote.

Jose Alarcon, President

Crystal Ellis, Secretary